

**MELBOURN PARISH COUNCIL
MINUTES**

DRAFT MINUTES SUBJECT TO FORMAL RATIFICATION AT THE NEXT PLANNING MEETING.

Minutes of the Planning Committee held on Monday 14 March 2016 in the upstairs meeting room of the Community Hub at 8.25 p.m.

Present: Cllr Crosby (Chair), Cllr Sherwen (Vice Chair), Cllrs Tulloch, Cllr Stead, J Regan, R Gatward, Cllr Mulcock, Cllr J Norman, Cllr Bloomfield. District Cllr Barrett and District Cllr Hales.

In attendance: The Clerk

PL173/15 Apologies for Absence: Cllr Linnette for personal reason.

PL174/15 Declarations of Interest:
Cllr Crosby declared a pecuniary interest on PL181/15 (b).

PL175/15 Minutes of the meeting held on 29th February 2016:

IT WAS PROPOSED BY CLLR STEAD AND SECONDED BY CLLR SHERWEN AND AGREED THAT MINUTES OF THE MEETING HELD ON 29TH FEBRUARY 2016 BE SIGNED AS A TRUE RECORD.

PL176/15 Report on the last meeting: 29TH February 2016

11/1/16- PL133/15

The Ranger. The 3 Tonne car park sign is still to arrive. **ACTION: The Clerk to chase Sweetts Group to confirm delivery date**
Cllr Hales reported that the old street light located on the left hand side pathway as you enter the car park should have been disconnected and removed as this was stated in the original contract. **The Clerk has chased again.**

The Clerk has been in contact with SCDC. The legal department are working on this and have yet to send a response. There are staffing issues at SCDC Legal department which are causing delays receiving this information.

1/2/16 – PL142/15

Cllr Linnette raised the issue that the outside wall to the pavilion appears to have paint peeling off from it. Cllr Linnette to investigate whether anti-graffiti paint was used?" **ACTION: CLLR LINNETTE**
Cllr Linnette raised the issue about the fire safety information. **Cllr Linnette and The Ranger to Complete**

15/2/16 – PL156/15

Melbourn Parish Council is to engage with South Cambridgeshire District Council to run training courses for councillors relating to Proposed Delegation on Planning. These training courses will be funded by Melbourn Parish Council.

ACTION: DISTRICT CLLR HALES TO SPEAK WITH OFFICERS FROM SCDC PLANNING COMMITTEE TO SEE WHAT COURSES THEY CAN OFFER MPC.

District Cllr Hales and Barrett to report back to next meeting.

15/2/16 PL157/15

Assets of Community Value Application

The Community Right to Bid for Assets of community value was discussed.

IT WAS PROPOSED BY CLLR GATWARD AND SECONDED BY CLLR REGAN THAT AN APPLICATION SHOULD BE COMPLETED ON BEHALF OF MELBOURN PARISH COUNCIL.

ACTION: DISTRICT CLLR BARRETT AND HALES TO COMPLETE ASSETS OF COMMUNITY VALUE NOMINATION FORM. ACTION: TO REPORT BACK AT NEXT MEETING.

15/2/16 PL155/15

a) **To Consider any matters concerning the village car park.**

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Cllr Linnette is still in discussion with BT (CEO Department) as to when they will attend site. **See attached letter that has been sent to Sweets.**

Interserve are still to send MPC the final invoice for the project. **ACTION: THE CLERK TO CHASE AGAIN**

- To discuss the following quotes: (Appendix 1)
- Workshop Fencing. The Clerk to chase Cambridge Fencing for their quote before making a decision. **ACTION THE CLERK. The Clerk has chased Cambridge Fencing for their quote. Remarkably cheaper. Cllr Linnette and The Clerk have actioned this work to be carried out. 3-4 weeks until work carried out**
- Workshop Stud Wall – This has been put on hold until the new financial year.
- Pavers and Paint work. The Clerk to ask Ashton Renovation to re quote for this work taking out the work to paint yellow lines around the 2 spaces where the kebab man parks and can they confirm type of material that will be used, the depth of hard-core and thickness of tarmac. **ACTION: THE CLERK.**

New quote arriving and explanation by Monday 29th February. Quote didn't arrive. Onto next Planning Agenda- 14th March.

29/2/15 – PL166/15

In March 2015 the resident of 32 Beeton Close was approved permission by Melbourn Parish Council to place a skip at the rear of the car park next to the back of the fence, backing onto their garden. Cllr Linnette has since found the bolts missing and the fence panel is being held up by string. **ACTION: THE CLERK TO ASK CAMBRIDGE FENCING TO QUOTE TO REPAIR THIS WORK AND ASK RESIDENT OF 32 BEETON CLOSE TO PAY FOR THIS WORK.**

The Ranger has looked at this fencing. A bolt has only come loose and The Ranger has confirmed he can secure the fence properly. The Clerk has written a letter to 32 Beeton Close asking for The Ranger to access their property to repair the fence. Parish Office awaiting confirmation from the resident to gain entry.

B)To discuss the following quotes:

Tarmac Path. The quote did not arrive in the Parish Office time for the meeting. **ACTION: THE CLERK TO PLACE ON NEXT PLANNING AGENDA 14 MARCH**

29/2/16 PL171/15

B) Taxi Headquarters, The Moor, Melbourn
District Councillors Jose Hales and Val Barrett are pursuing the matter with Officers from South Cambs District Council and will brief the Parish Planning Committee once they have more information.

ACTION: THE CLERK TO FORWARD CORRSPONDENCE ONTO COUNCILLORS FOR INFO. COMPLETE

This is now being dealt with by District Councillor Hales and Barrett .

PL177/15 To Consider any matters concerning the village car park.

- a) Cllr Linnette meet the BT Openreach Engineer confirmed the Conduit from the workshop to the High Street is not in useable condition. BT Openreach Engineer has reported that the Grey BT Conduit is blocked by cement in the bend inside the workshop. Interserve and Sweets have been informed of this and still awaiting a reply.

CCTV engineer attended the Parish Office and confirmed access for the CCTV can be connected through WiFi. CCTV Engineer to discuss with Cambridgeshire Police. **ACTION: CLERK TO ENSURE THIS HAPPENS.**

Interserve are still to send MPC the final invoice for the project. **ACTION: THE CLERK TO CHASE**

In March 2015 the resident of 32 Beeton Close was approved permission by Melbourn Parish Council to place a skip at the rear of the car park next to the back of the fence, backing onto their garden. Cllr Linnette has since found the bolts missing and the fence panel is being held up by string. **THE CLERK HAS ASKED RESIDENT TO ACCESS PROPERTY TO REPAIR FENCE. AWAITING RESPONSE FROM RESIDENT.**

- b) To discuss the following quotes:
- Tarmac Path. The committee felt this quote was too expensive. The Clerk to contact North Herts Tarmac for another quote. **ACTION: THE CLERK TO CONTACT NORTH HERTS TARMAC AND TO PLACE ON NEXT PLANNING AGENDA.**

PL178/15 Changes to Proposed Scheme of Delegation – District Cllr Hales and Barrett to report back on Planning Training from SCDC and to discuss and adopt a written policy concerning Planning Committee Meetings.

District Cllr Hales and Barrett have discussed training with SCDC Officers and they agree it would be a good idea. They are in the process of looking at viability and costs. District Cllr Hales and Barrett will brief the committee when they know more.

PL179/15 Assets of Community Value Application – Update from District Councillors Hales and Barrett. Re completing Community Value Nomination Form

The process is ongoing and District Cllr Hales and Barrett will brief the committee at the next meeting.

PL180/15 To receive any notification or planning consultation documents.

- (a) Re-slate roof, replace lead roof and add roof insulation at Glebe House, 38 High Street, Melbourn, Royston, Cambridgeshire, SG8 6DZ. S/2839/15/LB – Decision Approved.

- (b) Application for a lawful development certificate for proposed single storey rear extension, infill to garage door and relocation of door and insertion of new window to front elevation at 6 Meeting Lane, Melbourn, Royston, Cambridgeshire, SG8 6AN. S/2940/15/LD. Decision Approved.
- (c) Two storey front extension and single storey side extension at 21 Ash Grove, Melbourn, Cambridgeshire, SG8 6BJ. S/2777/15/FL. Decision Approved
- (d) Steel portal frame building for agricultural uses at Hyde Hill Farm, Newmarket Road, Melbourn, Royston, Cambridgeshire, SG8 7LU. S/0393/16/PN. Decision No Objections
- (e) Front porch extension at 35 Ash Grove, Melbourn, Royston, Cambridgeshire, SG8 6BJ. S/3074/15/FL. Decision Approved.
- (f) Two storey side extension at 25 New Road, Melbourn, Royston, Cambridgeshire, SG8 6BX. S/3234/15/FL. Decision Approved.
- (g) Any notifications received up to the time of the meeting Discharge of Condition 3 (Method Statement for Reseeding) of Planning Consent S/2203/15/FL for Construction of Underground Cable to Connect to Solar Farm at Land between Railway and Sewage Disposal, Land between Railway and Sewage Disposal Works, Royston Road, Melbourn, Cambridgeshire. S/3187/15/DC. Decision Approved.

PL181/15 To consider the following planning applications
At this point Cllr Crosby withdrew from the meeting and the Vice Chairman, Cllr Sherwen took The Chair.

- (a) Application for the Modification or Discharge of Planning Obligations (Section 106) at Land to the Rear of Victoria Way off New Road, Melbourn, Royston, Cambridgeshire SG8 6DU. S/0435/16/PO

At 8.55pm Cllr Mulcock left the meeting.

After receiving a report from SCDC and District Councillors Hales and Barrett the committee agreed to revise the application for the Modification or Discharge of Planning Obligations (Section 106) at Lane to the Rear of Victoria Way off New Road, Melbourn, Royston, Cambridgeshire, SG8 6DU. S/0435/16/PO.

THIS WAS PROPOSED BY CLLR TULLOCH AND SECONDED BY CLLR NORMAN. THIS WAS CARRIED BY ALL.

After receiving a report from SCDC and District Councillors Hales and Barrett the committee reconsidered their previous decision based on the new evidence presented to the committee.

CLLR REGAN PROPOSED AND CLLR TULLOCH SECONDED THAT THE ABOVE PLANNING APPLICATION IS APPROVED. ALL IN FAVOUR. THIS WAS CARRIED.

- (b) Proposal for demolition of existing bungalow for replacement of two storey chalet style house on the same site at 20 Norgetts Lane, Melbourn, Royston, Cambridgeshire, SG8 6HS. S/3200/15/FL

The Clerk asked for clarification from SCDC relating to this planning application. The Clerks recommendation was read out to the Committee.

As this Planning Application is not dissimilar to a planning application where the Parish Council decided that because of the circumstances in that case it

should not as Parish Council submit comments to the Planning Authority I think there is a good precedent for a similar approach being adopted in this case and therefore my recommendation to the committee is to keep a continuity of approach and so that no one complains that we are treating different cases differently. I therefore suggest that members decide if they wish this agenda item PL181/15 (b) - S/3200/15/FL to be referred back to SCDC Planning department for determination by SCDC and without any comments by or on behalf of the Parish Council Officers.

THIS WAS PROPOSED BY CLLR TULLOCH AND SECONDED BY CLLR REGAN. THIS WAS CARRIED BY ALL.

If any Parish Councillors feel they wish to make a comment on this application then I would suggest that they feel free to do so but in those circumstances making it clear that they do so separately as an individual and not as a Parish Councillor.

- c) Variation of Condition 2 (Approved Plans) of Planning Consent S/1902/14/FL for Solar Farm and Associated Development at Black Peak Farm, London Road, Melbourn, Royston, Cambridgeshire, SG8 7PJ. S/2289/15/FL. The above application has been amended. A copy of revised plans is attached for your information only.

PL182/15 Correspondence:

There was no correspondence to report.

PL183/15 To accept notices and matters for the next agenda

- District Cllr Hales and Barrett to report back on Planning Training available from SCDC.
- Quote from North Herts Tarmac
- District Cllr Hales and Barrett to report back on Assets of Community Value Application

The Chairman closed the meeting at 9.24p.m.